

## **Form TD-280A Instructions**

### **Purpose of Form TD-280A**

Form TD-280A is for facility based Competitive Local Exchange Carriers (CLEC's) requesting approval to 1) establish or 2) change/amend their CA 9-1-1 network access plan. It is the responsibility of the applying CLEC to initiate and assure completion of Form TD-280A.

### **CLEC Requirements:**

<b>CPUC Certification</b>	The applying CLEC must have a current certification from the California Public Utilities Commission to do business as a facility based local exchange carrier in California.
<b>Minimum Circuits</b>	A minimum of two access circuits are required for redundancy.
<b>Maximum Circuits</b>	Trunk Group quantities must be maintained at an industry standard P.01 grade of service. It is the applying CLEC's responsibility to monitor and maintain this level of service by requesting approval for the addition or removal of trunks as needed.
<b>Route Diversification</b>	Route diversification is desired, however the 9-1-1 Program does not currently reimburse any costs for "guaranteed" diversification.
<b>Circuit Design</b>	Signaling System-7 (SS7) circuit design is recommended where available.
<b>Circuit Pricing</b>	Individual, unbundled, circuit component pricing may not exceed the filed tariff rate of the "Carrier Of Last Resort", for the rate area in which the circuit is provisioned.

### **APPROVAL APPLICATION INSTRUCTIONS**

<b>Step 1</b>	<b><u>Applying CLEC:</u></b> <ul style="list-style-type: none"> <li>Fill in all applicable "CLEC USE ONLY" information on the form.</li> <li>NXX codes are required.</li> <li>Forward original "signed" form to the County 9-1-1 Coordinator.</li> <li>Signed TD280A from CLEC will now be considered the "master" copy.</li> </ul>
<b>Step 2</b>	<b><u>County 911 Coordinator:</u></b> <ul style="list-style-type: none"> <li>Fill in all applicable "COUNTY 9-1-1 COORDINATOR USE ONLY" information.</li> <li>Analyze and assign a Default Emergency Service Number (DESN).</li> <li>Forward original "signed" master copy to the State 911 Program Office.</li> </ul>
<b>Step 3</b>	<b><u>State 911 Program Office:</u></b> <ul style="list-style-type: none"> <li>Fill in all applicable "9-1-1 PROGRAM USE ONLY" information on the "master" copy.</li> <li>Analyze circuit cost and amend 911 Program budget.</li> <li>Create invoice identification to complete billing address.</li> <li>Forward a copy of the completed original "signed" form to the applying CLEC, 9-1-1 County Coordinator, and the ILEC.</li> <li>Maintain on file, the original "signed" request until after the first invoice has been approved and paid. Amend 9-1-1 Program budget if necessary and add the original "signed" request to the permanent file.</li> </ul>
<b>Step 4</b>	<b><u>Applying CLEC:</u></b> <ul style="list-style-type: none"> <li>Contact the 9-1-1 program in writing when you are ready to order trunks from ILEC with log number you acquire from "9-1-1 PROGRAM USE ONLY" portion of the "master" TD-280A form.</li> <li>Once the ILEC receives the approved copy of the TD-280A plan, the 9-1-1 trunk ordering process may begin.</li> <li>Reimbursement for 9-1-1 trunks will begin as of the date 9-1-1 trunks are available to callers using CLEC network services. The 9-1-1 Program must be notified in writing once CLEC subscribers 9-1-1 access is available.</li> <li>CLEC must amend existing TD280-A and resubmit to County Coordinator with additions of NXXs, etc.</li> </ul>

**Form TD-280A Instructions****Field Explanations for Page One of Form TD-280A****COMPETITIVE LOCAL EXCHANGE CARRIER (CLEC)**

CERTIFY RCD#	The CPUC number assigned to a telephone company authorized to provide local telephone service in California.
CLEC 24-hr. seven day Toll free number	The number a PSAP can call seven days a week 24 hrs. a day and be greeted by a live person who can provide subscriber ALI on demand. An auto attendant cannot be used in this procedure.
CPUC Certify Rcd. Number.	The date the CPUC certified the CLEC as a facility based service provider in the state of California.
CLEC CONTACT	Name, address, telephone and numbers, and email address of the company's 9-1-1 representative. Includes ORIGINAL signature.
CLEC MIS-ROUTE CONTACT NAME	The name of the person that the county or state should call to check the status of a mis-route that was forwarded to the CLEC from the ILEC.
NENA 5-digit Reg. Number	The 5 character id a CLEC receives when registering with NENA
NPA	Numbering Plan Area of 9-1-1 callers using these circuits.
NXX (required)	Office code of 9-1-1 callers using these circuits.
RATE OR SERVICE AREA NAME	The filed (CPUC) name (telephony jargon) of the rate or service area served by these circuits.
DESCRIBE RATE OR SERVICE AREA GENERAL LOCATION	General "plain English" description of the geographic area represented by the rate or service area. Include names of the various communities located within the rate or service area.
ADDITIONAL COMMENTS OR DETAILS	A field on the form to list any special details about the request that may aid the State or County during the approval process.
AIRLINE "A" TO "Z" MILES	The airline miles from the CLEC switch to the CLOSEST ILEC Selective Router.
"A" TERMINATION CLLI:	The Common Language Location Information for the originating end of the circuit. (CLEC Switch)
"Z" TERMINATION CLLI:	The Common Language Location Information for the terminating end of the circuit. (ILEC 9-1-1 Selective Router switch)
NUMBER OF VOICE PATHS	Total number of voice paths (trunks) necessary to achieve P.01 grade of service. The 9-1-1 program only funds two unless a traffic study is performed and 9-1-1 program determines more trunks a necessary.

**Form TD-280A Instructions****Field Explanations for Page Two of Form TD-280A****COUNTY 911 COORDINATOR**

DATE RECEIVED	Date County 9-1-1 Coordinator received request from Telephone Company.
DATE SENT	Date request forwarded to State 9-1-1 Program.
APPROVAL AUTHORITY, ADDRESS & NUMBERS.	The County 9-1-1 Coordinator or her/his representative. This field also requires an ORIGINAL signature.
Default ESN	The number assigned to a trunk group to be used to route calls to a particular PSAP during an ALI outage.
Default ESN Provided by, Provider Phone, Fax, Email	The name of the provider of the default ESN, and the appropriate contact information.
COUNTY NUMBER	County's numeric designation
DEFAULT AGENCIES	The agencies to which 9-1-1 calls default when a 9-1-1 outage occurs.

**STATE 911 OFFICE**

LOG NUMBER	The sequential number assigned in the 9-1-1 program data base to track TD-280A requests made by CLEC's
DATE RECEIVED	Date request received from County 9-1-1 Coordinator.
9-1-1 SERVICE ID	The id number that identifies a trunk group's ILEC Selective router, the NPA, DESN, service type and CLEC company id. This number along with the trunk id must appear on all CLEC invoices for reimbursement.
9-1-1 TRUNK ID	The id number that identifies the trunk group for a particular service.
SERVICE ID AND INVOICE ADDRESS	9-1-1 Program's service identification code and invoice address.
AUTHORIZED REIMBURSEMENT	The recurring and non-recurring cost approved on this request. The actual recurring and non-recurring costs are itemized below this field.
NON-RECURRING	Initial one-time cost for this service. Typically, installation fees per California Public Utilities Commission (CPUC) tariffs that CLEC's are charged by ILEC's.
RECURRING	The monthly recurring cost for this service. Monthly recurring reimbursement is determined by CPUC tariffs.
AIRLINE "A" CLLI TO "Z" CLLI MILES FROM CLEC SWITCH TO NEAREST ILEC SELECTIVE ROUTER	Mileage calculated from the CLEC switch to the nearest ILEC selective router. This information is derived from the Telcordia Local Exchange Routing Guide (LERG) by using the vertical and horizontal coordinates to determine airline miles that the state may reimburse CLEC's for.
PER MONTH	The authorized amount of recurring charges.
APPROVED	The State 9-1-1 Program representative approving the request.

**Form TD-280A Instructions****GLOSSARY**

ANI- Automatic Number Identification	An Enhanced 911 feature that selectively routes 9-1-1 calls and is used to access a record in the 9-1-1 ALI database.
ANI Failure	An event where the ANI is missing or garbled.
CLEC- Competitive Local Exchange Carrier	Competitive Local Exchange Carrier
CLLI- Common Language Location Information	A Telephone industry code that, among other things, identifies the geographic location of a telecommunication site.
CPUC- California Public Utilities Commission	California Public Utilities Commission
Default ESN	The ESN to which a 9-1-1 caller will route in the event of an ANI failure. A Default ESN is assigned to every 9-1-1 trunk group.
ESN- Emergency Service Number	An assignment that translates into the Police, Fire and EMS PSAP's to which a 9-1-1 caller will route.
ILEC- Incumbent Local Exchange Carrier	Incumbent Local Exchange Carrier.
NPA	The Area Code
NXX	A prefix that is associated with a particular area code
NXX NUMBER RANGE	The number range of the 10,000 block of a prefix a CLEC may own due to number pooling.
NUMBER POOLING	Assignment of blocks of 1,000 numbers that reside in a NXX. Due to continued competition, NXX codes have been broken down into blocks of 1,000 number to allow

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### **SOME 9-1-1 REFERENCES AND RESOURCES**

<b>California Public Utilities Commission</b>	Voice: <b>415-703-1801</b> Fax: <b>415-703-4405</b>
Telecommunications Division	Decision 95-12-056, dated December 20, 1995
505 Van Ness Avenue	
San Francisco, CA 94102	

<b>California Board of Equalization</b>	Voice: <b>916-327-4208</b> Fax: <b>916-323-9297</b>
Excise Taxes Division	"California Emergency Telephone Users Surcharge
PO Box 942879	Law", Pamphlet No. 20, dated January 1997.
Sacramento, CA 94279-0056	

<b>NENA National Office</b>	Voice/Tty: <b>614-622-8911</b> Fax: <b>614-622-2090</b>
National Emergency Number Association	E-Mail: <b>www.nena9-1-1.org</b>
47849 Papermill Road	National Telephone Company Identification Database
Coshocton, OH 43812-9724	Various 911 Related Telephony Courses and
	Information Data Base

<b>California 9-1-1 Emergency Communications Office</b>	Voice: <b>916-657-9180</b> Fax: <b>916-657-9882</b>
Telecommunications Division	E-Mail: <b>joann.kirstein@dgs.ca.gov</b>
State of California, DGS	911 Operations Manual, Edition VI, June 1997
601 Sequoia Pacific Blvd.	California Government Code § 53100
Sacramento, CA 95814-0282	

**This package is a production of California's 9-1-1 Program Office. For additional information on this process, additional forms, et cetera, please contact us.**